

**West Calcasieu Parish Community Center Authority
Board of Directors-Regular Meeting
June 12, 2019
West-Cal Events Center
Sulphur, Louisiana**

Meeting was called to order at 5:30 p.m. by Coy Vincent

Invocation pronounced by Meg Lovejoy

Pledge was led by Evelyn White

ROLL CALL:

Roll call was made with the following results:

Present:	Coy Vincent-Vice Chairman	Mike O'Quinn-Board Member
	Dr. George Vincent – Board Member	Margaret Lovejoy-Board Member
	Evelyn White - Secretary/Treasurer	Adrian Moreno-Executive Director
	Karla Doucet-Administrative Assistant	

Absent:	J.C. Cormier- Chairman	Darwin Pinder – Board Member
	Joyce Anderson-Operations Manager	

AMENDMENTS, ADDITIONS, DELETIONS TO THE PROPOSED AGENDA:

Meg Lovejoy made a motion to accept the Agenda as presented. Mike O'Quinn seconded the motion. All voted and approved.

APPROVAL OF MINUTES:

George Vincent made a motion to accept the May 2019 regular meeting minutes as presented. Evelyn White seconded the motion. All voted and approved.

APPROVAL OF FINANCIAL REPORT:

Mr. Moreno gave a brief summary of the Financial report for May 2019:

With just a few weeks left before the close of the Fiscal Year, Year-to-Date the total Income is over budget by \$143,000 or 27%, while Expenses are \$87,000 under budget, or roughly 4 % below budgeted projections. The cash flow summary has the Authority predicted to finish the fiscal year at just over \$6.2 million. Mr. Moreno stated that there are no unusual or outstanding expenses for the month of May. With the close of the fiscal year ending in June, several maintenance projects and Capital Outlay purchases will be finalized before the conclusion of the year and will be reflected on next months report.

Evelyn White made a motion to accept the financial report as presented for May 2019. Meg Lovejoy seconded the motion. All voted and approved.

OLD BUSINESS:

A. Multi-Purpose Arena – Renovations Project Update (Mr. Ellender)

Mr. Ellender informed the Board that he spoke to Mr. Scott Taylor with Scott Taylor Construction. Mr. Taylor agreed to issue a credit of \$365,000 to exclude the insulation aspect of the project from the contract and requests a 30-day extension to the overall length of the project.

Mr. Lee Kinney with Pedestal Insurance was also present and shared with the Board some discussions that he and Mr. Moreno have had with the adjusters and claims representatives regarding the roof damage to the Arena and Events Center. Both Mr. Kinney and Mr. Moreno assured the board that they are utilizing every means necessary to try and expedite this claim and remedy this issue as quickly as possible.

Mr. Ellender recommended moving forward with the original contract as is and immediately approving a change order to remove the insulation work from the base bid to include a 30-day extension to the overall length of the contract, extending its completion date to January 31, 2020.

George Vincent made a motion to accept the Construction bid as is and issue a change order to remove the insulation work and extend the overall length of the contract for 30 days. Mike O'Quinn seconded the motion. All voted and approved.

NEW BUSINESS:

A. Finance Committee Report – Review and Discuss proposed Fiscal Year 2019-2020 Operating Budget

Mr. Moreno met with the Finance Committee and reviewed in detail the proposed fiscal year 2019-2020 Operating Budget. The committee recommended the proposal be presented to the full Board as presented which includes a 3% cost of living increase to all eligible employees.

Meg Lovejoy made a motion to accept the proposed Fiscal Year 2019- 2020 Operating Budget as presented. Evelyn White seconded the motion. All voted and approved.

DIRECTOR'S REPORT:

Mr. Moreno continued to discuss the insurance claim as previously mentioned to the board and will continue working with insurance agents and architects as necessary.

PUBLIC COMMENTS:

NONE

ADJOURNMENT:

With no further business to discuss Coy Vincent made a motion to adjourn. George Vincent seconded the motion. All voted and approved.

The next regular meeting of the Board of Directors will be held on Wednesday, August 21, 2019 at 5:30 p.m. at the West Cal Events Center, Sulphur, Louisiana.